



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

*Agency Name*

Supplier : PHILCOPY CORPORATION  
 Address : 793 J.P Rizal St., Poblacion, Makati City

P.O. No. : 23-10-0717  
 Date : 10/17/2023  
 Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:  
 Please furnish this office the following articles subject to the terms and conditions contained herein:

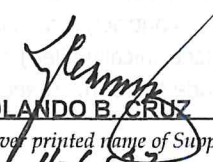
Place of Delivery : Central Supply Office      Delivery Term : 30 Calendar Days  
 Date of Delivery : \_\_\_\_\_      Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	UNIT	1	COPIER MACHINE-, KYOCERA - DIGITAL COPIER TASKALFA 2020 -capable of host-based printing, copying and scanning Printing method: laser or Equivalent has at least 256MB of memory Resolution: at least 1800 X 600 dpi in printing, at least 600X600 in scan or copy. -copy and print speed of 3 seconds per copy or faster size A4. -scan speed of 3 seconds per image or faster on monochrome at size A4. -capable of copying and printing from A6 to A3 more paper size in its original set up. -capable of economical copy mode and ID card copying. -capable of reducing the image to e printed or copied to at least 25%. -capable of enlarging image to be printed or copied to at least 400%. -capable of various connection interfaces for printer sharing. -support several copy of functionalities such as scan and copy, auto-sorting, automatic cassette change when a tray runs out of paper, and other funtionalities. -support various file type out puts in scanning. -support several scanning output transfer functionalities such as deirect-to-email, to-network or TWAIN scanning. -support USB, LAN, and other interfaces. -support by manufacturer's application/ s that optimize the printer funtionalities. -supported by windows OS, MAC, Unix, OS, Linux OS. -with printer maintenance kit. -with at least 1year of parts replacement free for charge or up to 150,000 duty cycles9 print scan, whichever comes first. -with warranty on accessories for at least 1 year. -the installation will be taken care of by the supplier.	95,000.00	95,000.00
For the use of The Pasig City Library Learning Resource Center for the use of Pasig City Library					


Control No. **4960** **GRAND TOTAL :      Php 95,000.00**

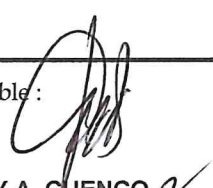
**Total Amount in Words** Ninety-five Thousand Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Conforme :  
  
ROLANDO B. CRUZ  
*(Signature over printed name of Supplier)*  
11-6-23  
 Date

Very truly yours,  
**VICTOR MA REGIS N. SOTTO**  
*(Authorized Official)*  
 City Mayor

Requisitioning Office/Dept. :  
  
**CRESNORA GERMY P. PERALTA**  
*(Authorized Official)*

Funds Available :  
  
**JUVY A. CUENCO**  
*Chief Accountant*

Amount : ₱ 95,000.00  
 OBR No. : 100-2023-08  
0103-1000



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ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
			-the supplier will be provide training on the proper use of the unit to the end users. -with free repair service for at least tw(2) years and if the unit required prolonged service, the supplier shall install a back-up unit.  * Purchase Order shall cover all the items found in the Request for Quotation, Terms of Reference/Technical Specification and Bid Bulletin/s if any.  ***** Nothing Follows *****		
For the use of The Pasig City Library Learning Resource Center for the use of Pasig City Library					

Control No. **4960**

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Conforme :

ROLANDO B. CRUZ  
 (Signature over printed name of Supplier)  
  
 \_\_\_\_\_  
 Date

Very truly yours,

VICTOR MA REGIS N. SOTTO  
 (Authorized Official) 8  
 City Mayor

Requisitioning Office/Dept. :  
  
  
**CRESNORA GERTY P. PERALTA**  
 (Authorized Official)

Funds Available:  
  
  
**JUVY A. QUENCO**  
 Chief Accountant

Amount : ₱ 95,000.00  
 OBR No. : 100 - 2023 - 02  
0103 - 1000